

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 10

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1 DATE OF ORDER 10/12/2016		2 CONTRACT NO. (If any) EP-W-14-020		6 SHIP TO a NAME OF CONSIGNEE Siobhan Whitlock	
3 ORDER NO 0081		4 REQUISITION/REFERENCE NO PR-R4-16-00431		b STREET ADDRESS US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R	
5 ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				c CITY Washington	e ZIP CODE 20460
7 TO FLORIDA HENDRICKS a NAME OF CONTRACTOR SRA INTERNATIONAL, INC. b COMPANY NAME				f SHIP VIA	
c STREET ADDRESS 4300 FAIR LAKES COURT				8 TYPE OF ORDER <input type="checkbox"/> a PURCHASE REFERENCE YOUR <input checked="" type="checkbox"/> b DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract	
d CITY FAIRFAX		e STATE VA	f ZIP CODE 220334232	Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any including delivery as indicated	
9 ACCOUNTING AND APPROPRIATION DATA See Schedule				10 REQUISITIONING OFFICE HPOD	
11 BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a SMALL <input checked="" type="checkbox"/> b OTHER THAN SMALL <input type="checkbox"/> c DISADVANTAGED <input type="checkbox"/> d WOMEN-OWNED <input type="checkbox"/> e HUBZone <input type="checkbox"/> f SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h EDWOSB					12 FOB POINT Destination
13 PLACE OF a INSPECTION		b ACCEPTANCE		14 GOVERNMENT B/L NO.	15 DELIVER TO F O B POINT ON OR BEFORE (Date)
				16 DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Order is to procure the services of SRA to complete the duties as outlined in the Training Support for EJ Academy Statement of Work. A Work Plan and Cost Estimate is due to EPA within ten Continued ...					
18 SHIPPING POINT		19 GROSS SHIPPING WEIGHT		20 INVOICE NO		17(h) TOTAL (Cont pages)
21 MAIL INVOICE TO						
a NAME RTP Finance Center				\$3,000.00		17(i) GRAND TOTAL
b STREET ADDRESS (or P O Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive				\$3,000.00		
c CITY Durham		d STATE NC	e ZIP CODE 27711			

22 UNITED STATES OF
AMERICA BY (Signature)

23 NAME (Typed)
Patrice L. Cunningham
TITLE CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER
10/12/2016

CONTRACT NO
EP-W-14-020

ORDER NO
0081

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>business days from the date of this Order. TOCOR: Siobhan Whitlock Max Expire Date: 10/31/2017 Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Accounting Info: 16-17-B-04T00RR-301ME9-2504-1604TD6001-001 BFY: 16 EFY: 17 Fund: B Budget Org: 04T00RR Program (PRC): 301ME9 Budget (BOC): 2504 DCN - Line ID: 1604TD6001-001 Period of Performance: 10/12/2016 to 10/31/2017</p> <p>Task Order Funding</p>				3,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,000.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev 4/2006)
Prescribed by GSA FAR (48 CFR) 53.213-9

CONTRACT EP-W14-020
TASK ORDER #

TITLE: Training Support for EJ Academy

Abstract: The Task Order is for technical and administrative assistance to the Office of Environmental Justice Office and Sustainability for designing and implementation of the EJ Academy. The EJ Academy was developed to provide leadership and organizational skills to community-based, environmental justice leaders to increase their ability and capacity to accomplish their environmental and community goals. The Office of Environmental Justice and Sustainability is the responsible office and funder of the project.

I. BACKGROUND

Through a series of nine modules, the Environmental Justice Academy (EJ Academy) will provide participants with skills to identify their environmental challenges and accomplish their communities' environmental improvement goals. The EJ Academy will encourage collaborative problem solving with community-based organizations, local government, small businesses, academic institutions and industry, to create a shared vision so that all who are a part of the community can have a voice. The target audience for the EJ Academy is grassroots, community-based leaders from EJ communities who do not have access to this type of leadership training, but desire to improve the overall quality of life for the communities in which they live. Participants are selected through a competitive application process that requires them to define the challenges that their community is facing, the role and/or position they hold within the community, the strengths they currently possess and the leadership skills they wish to improve. Applicants also propose how to address their community's challenges.

The EJ Academy is primarily based on EPA's Collaborative Problem-Solving (CPS) Model, which is a seven-step process for bringing about positive change and community revitalization by having community leaders, community members, and their stakeholders work together. Each module focuses on one element of the CPS Model and includes a combination of lectures by subject-matter experts, in-class exercises, and homework assignments.

II. SCOPE OF WORK

Assumptions:

- Training for the EJ Academy has been recently developed.
- The EJ Academy will begin in September 2016 and conclude May 2017. Classes will meet monthly from Friday afternoon to Saturday afternoon. (See schedule below)
- The classes will be conducted using a combination of lectures from subject-matter experts, panels, simulations, field trips, and demonstrations. Each class should be videotaped, as individual recordings of participants will be made available to participants at the conclusion of the EJ Academy. In addition, participants will be encouraged to document their journey using photos, video journaling, and oral recordings. Participants and class activities should also be photographed to be compiled in a final documentary-styled video chronicling the class and their

participation.

- Each class will focus on a different topic and will build upon the previous class.
- A combination of skill sets and experience is required. The content of 8 of the 9 courses has been designed and developed. Technical assistance for Module 4 – Conflict Resolution – needs to be further developed and finalized. Technical assistance is also needed to evaluate the effectiveness of the program and to provide feedback on participants' homework assignments.
- Training will be primarily in person, but will include a mixture of webinars and mixed media. A hybrid model, incorporating distance and classroom learning, may be piloted.
- Each participant will complete approximately 120 hours of training.
- No more than 25 and no less than 15 participants are expected to attend each offering of the training
- Training will take place in Atlanta, GA; however, participants from states outside of Region 4 will participate in the hybrid class.

Contractor support shall be provided in the area of training in negotiation skills, dispute resolution, conflict management, meeting management, workgroup management and consultative processes. The contractor shall provide the following assistance:

- Present training beginning October 2016 and concluding May 2017.
- Develop and distribute outreach/promotional materials.
- Implement a registration system to track registration and completion of the course.
- Provide hard copy and electronic training materials to participants.
- Provide official certificates or CLP and CLE documentation, if applicable.
- Write, adapt, and/or use off the shelf case studies or role plays.
- Provide follow-up mentoring and assistance to participants for completing assignments.
- Report on achievement of appropriate level of competence.
- Provide a comprehensive evaluation of the course.
- Provide training facility space, equipment and supplies.

The agenda and materials for the seminar shall cover the following topics:

NO.	TOPIC	DATE
1	Discovering YOUR Power: Program Launch and Orientation	September 9-10, 2016
2	Make It Happen: Define Community→ Identify Challenge→ Create Vision→ Set Goal	October 7-8, 2016
3	Leading the Way: Community Capacity Building and Leadership Development	November 4-5, 2016
4	Teamwork Makes the Dream Work: Consensus Building and Dispute Resolution	December 2-3, 2016
5	Know Your Neighbors: Developing Partnerships and Leveraging Resources	January 6-7, 2017

Activity	Activity Description	Due Date
6	More than a Little Change: Identification of Financial and Research Funding Sources	February 3-4, 2017
7	Taking Care of Business: Sound Management and Implementation	March 3-4, 2017
8	Bringing it All Together: Evaluation and Lessons Learned	March 31-April 1, 2017
9	Only the Beginning: Presentations and Graduation	April 28-29, 2017

1. Work Plan

- a. The contractor shall submit a work plan to the Project Officer (PO) and Task Order Project Officer (TOPO) in accordance with the requirements of this task order and the underlying contract.
- b. The contractor shall be responsible for oversight of deliverables under this task order and shall be responsible for transmission of reports and invoices as required by the contract.
- c. The contractor shall select a trainer or service provider with the following qualifications: The service provider should have experience in event planning, curriculum design, and program evaluation. The service provider should also have experience in training adults and developing long-distance learning materials and teaching in long-distance learning environments. The service provider should have experience in conducting leadership development courses, as well as conflict resolution courses.

2. Needs Assessment: The contractor shall meet or conference call with the TOPO and up to two staff and/or management identified by the TOPO to further examine the specific needs of the sponsoring program and target audience with regard to the training specified above. The contractor shall summarize the results of this needs assessment in a short report with recommendations regarding the purpose and goals of the training, any tailoring of already existing or off-the-shelf training, the agenda and process of the training, the target audience and the schedule for the training.

3. Draft Training Seminar Agenda: Based upon background information provided by the TOPO and the needs assessment, the contractor shall submit to the TOPO and PO:

- a. Draft structure of the course and draft agendas for the training, and training methods or processes proposed (lecture, simulations, demonstrations etc).
- b. A proposed list of speakers, panel members, facilitators, and trainers.
- c. A draft list or table of contents or annotated bibliography of training materials.
- d. A recommended list of pre-course briefing or reading materials if applicable.

The PO and TOPO will review the draft agenda, speakers list, pre-course reading list and training materials list and provide comments and revisions as necessary.

4. Preparation of Training Session:

- a. The contractor shall prepare both pre-course and seminar training materials as approved in the final agenda and training materials lists and shall write and transmit to the TOPO draft training materials for use in the seminar. The PO and TOPO will review the draft training materials and provide comments and revisions as necessary. The contractor shall prepare the final training materials incorporating the PO's and TOPO's comments and revisions. The contractor shall provide training aids (slides, overheads, handouts) for each session of the agenda.
- b. The contractor shall also review the standard CPRC training evaluation form and suggest any additions or modifications to the TOPO and PO. The PO and TOPO will review the suggested changes and provide comments and revisions as necessary. The contractor shall prepare the final evaluation form incorporating the PO's and TOPO's comments and revisions.
- c. The contractor shall contact panelists and speakers to arrange for their participation.

5. Logistical Tasks: The contractor shall perform logistical tasks involved in conducting the seminars such as arranging meeting facilities and support, including but not limited to securing additional supplies and equipment, or registration management.

6. Provision of Training Materials:

- a. The contractor shall provide the TOPO with a computer disk or document via email in Word format or PDF, of any training materials specifically developed for the course(s) in this task order.
- b. Participants shall receive electronic and hard copies of course materials.

7. Evaluation of the Training: The contractor shall administer the approved evaluation form within 3 days of the completion of the course. The contractor shall collate the information from the training evaluation survey and summarize it in a short summary. The service provider who conducts the training shall conduct a short oral evaluation discussion with attendees at the conclusion of the training. The trainer shall summarize this data and these discussions in a short (1 – 2 page) report to the TOPO with recommendations for any changes in the training prior to it's next presentation. The contractor shall conduct a post training evaluation or follow-up within two months of graduation to determine whether attendees have applied the material learned. It is preferable for the contractor to use the Survey Monkey format to extrapolate information.

8. Final Report: At the conclusion of the training workshop series the service provider shall summarize results of the training program, conduct the post training follow-up, make recommendations for changes in the training program for future offerings or follow up training or activities in a short (1 – 2 page) report to the TOPO and PO.

III. WORK APPROACH

A. ADR and Public Participation Best Practices:

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.
- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:
([http://www.acrnet.org/uploadedfiles/Practitioner/ModelStandardsOfConductforMediatorsFinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedfiles/Practitioner/ModelStandardsOfConductforMediatorsFinal05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)

- the International Association for Public Participation:
(<http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8>)

C. Confidentiality

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities (if any) under this task order.

D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. **THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.**

E. Status Notifications:

THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS. The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

F. Task Order Procedures, Constraints and Disclaimers

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property, leased items or property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. This project will not involve collection of environmental data and so is not subject to needing an EPA Quality Assurance Plan. Printing shall be in accordance with limitations of the contract. This project does not involve the service provider conducting surveys, data collection or questionnaires. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product

Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

IV. REPORTS AND DELIVERABLES

The contractor shall send EPA all reports in accordance with the section F.3. of contract unless specifically changes in the statement of work.

The contractor shall provide a workplan within the schedule provided in the basic contract and set out below.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the PO and the TOPO listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided in draft form. Upon receipt of comment from the EPA PO and TOPO, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

Item:	Due No Later Than:	Type:
Work Plan	10 work days from T.O. issuance	Deliverable
Draft Agenda, Speakers, Training Materials List	6 Weeks from T.O. issuance	Transmittal
Final Agenda, Speakers, Training Materials List	1 Weeks after receipt of comment	Transmittal
Draft Training Materials and Evaluation Form Changes	8 Weeks from T.O. issuance	Transmittal
Final Training Materials	2 Weeks after receipt of comment	Deliverable
Evaluation Results	3 Weeks after completion of each module	Deliverable
Post-Training Evaluation Report	6 Weeks after completion of final course	Deliverable
Final Report	9 Weeks after completion of final course	Deliverable

V. EPA CONTACTS

Task Order Project Officer:

Siobhan Tarver Whitlock
Office of Environmental Justice and Sustainability
Environmental Protection Agency, Region 4
61 Forsyth Street SW, Atlanta, GA 30303
Phone: (404) 562-8299
Fax: (404) 562-8210 Email: Whitlock.Siobhan@epa.gov

Alternate Task Order Project Officer:

N/A

Project Officer:

Terry Fenton
Conflict Prevention and Resolution Center (MC-2388A)
Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460
Phone: (202) 564-2090
Fax: (202) 501-1715 Email: fenton.terry@epa.gov

TOPO Supervisor (not authorized to issue technical direction)

Denise Tennessee
Office of Environmental Justice and Sustainability
Environmental Protection Agency, Region 4
61 Forsyth Street SW, Atlanta, GA 30303
Phone: (404) 562-8460
Fax: (404) 562-8210 Email: Tennessee.Denise@epa.gov

Technical Contact (for substantive information - not authorized to issue technical direction):

Sheryl Good
Office of Environmental Justice and Sustainability
Environmental Protection Agency, Region 4
61 Forsyth Street SW, Atlanta, GA 30303
Phone: (404) 562-9559
Fax: (404) 562-8210 Email: Good.Sheryl@epa.gov

VI. PERIOD OF PERFORMANCE

The period of performance of this task order shall be until October 31, 2017.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 12/13/2016		4. REQUISITION/PURCHASE REQ. NO. PR-R4-16-00431	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 22034232		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0081 10B. DATED (SEE ITEM 13) 10/12/2016	
CODE 097779698		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule Net Increase: \$18,000.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to approve the Work Plan and Cost Estimate that was submitted by the contractor on 11-4 and accepted by the Task Order COTR on 12-6.

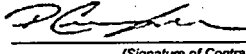
This modification also increases the ceiling of this Order by \$66,949.21 which brings the total estimated cost from \$3,000.00 and sets the ceiling at \$69,949.21.

This modification also provides incremental funds in the amount of \$18,000 which brings the total obligated amount from \$3,000 to \$21,000.

TOCOR: Siobhan Whitlock Max Expire Date: 10/31/2017

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 12/13/2016

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0081/001	PAGE 2 OF 3
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NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification : Funding Only Action</p> <p>Total Amount for this Modification: \$66,949.21</p> <p>New Total Amount for this Version: \$69,949.21</p> <p>New Total Amount for this Award: \$69,949.21</p> <p>Obligated Amount for this Modification: \$18,000.00</p> <p>New Total Obligated Amount for this Award: \$21,000.00</p> <p>Incremental Funded Amount changed: from \$3,000.00 to \$21,000.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$3,000.00 to \$69,949.21</p> <p>Obligated Amount for this modification: \$18,000.00</p> <p>Incremental Funded Amount changed from \$3,000.00 to \$21,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$3,000.00 to \$69,949.21</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>16-17-B-04T00RR-402C95-2504-1604TD6001-002</p> <p>Beginning FiscalYear 16</p> <p>Ending Fiscal Year 17</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 04T00RR</p> <p>Program (PRC) 402C95</p> <p>Budget (BOC) 2504</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1604TD6001-002</p> <p>Quantity: 0</p> <p>Amount: \$6,000.00</p> <p>Percent: 8.57765</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>16-17-B-04T00RR-301ME9-2504-1604TD6001-001</p> <p>Amount changed from \$3,000.00 to \$15,000.00</p> <p>Percent changed from 0 to 21.44413</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0081/001	PAGE	OF
		3	3

NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Delivery Location Code: HPOD Siobhan Whitlock US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 10/12/2016 to 10/31/2017</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 03/28/2017		4. REQUISITION/PURCHASE REQ. NO. PR-R4-17-00146	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0081	
				10B. DATED (SEE ITEM 13) 10/12/2016	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule Net Increase: \$4,000.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☒ is not ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to provide incremental funds in the amount of \$4,000 which brings the total obligated amount from 21,000 to \$25,000.

TOCOR: Siobhan Whitlock Max Expire Date: 10/31/2017

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Obligated Amount for this Modification: \$4,000.00

New Total Obligated Amount for this Award: \$25,000.00

Incremental Funded Amount changed: from \$21,000.00 to \$25,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 03/28/2017

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-14-020/0081/002

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Obligated Amount for this modification: \$4,000.00 Incremental Funded Amount changed from \$21,000.00 to \$25,000.00</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code: 17-18-B-04-402C95-2504-1704TD7001-001</p> <p>Beginning Fiscal Year 17 Ending Fiscal Year 18 Fund (Appropriation) B Budget Organization 04 Program (PRC) 402C95 Budget (BOC) 2504 Job # (Site/Project) Cost Organization DCN-LineID 1704TD7001-001 Quantity: 0 Amount: \$4,000.00 Percent: 5.71843 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Delivery Location Code: HPOD Siobhan Whitlock US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 10/12/2016 to 10/31/2017</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. P00003		3. EFFECTIVE DATE 10/30/2017		4. REQUISITION/PURCHASE REQ. NO. PR-R4-17-00581	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 097779698 FACILITY CODE		X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0081		10B. DATED (SEE ITEM 13) 10/12/2016	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
 See Schedule Net Increase: \$4,002.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO. (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF.
X	D. OTHER (Specify type of modification and authority) FAR 52.243-3

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to provide incremental funds in the amount of \$4,002 which brings the total obligated amount from \$25,000 to \$29,002.

This modification also extends the period of performance to June 15, 2019 at no additional cost to the Government.

TOCOR: Siobhan Whitlock Max Expire Date: 06/15/2019

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED 10/30/2017
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0081/P00003	PAGE 2 OF 3
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NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Other Administrative Action</p> <p>Period Of Performance End Date changed from 31-OCT-17 to 15-JUN-19</p> <p>Obligated Amount for this Modification: \$4,002.00</p> <p>New Total Obligated Amount for this Award: \$29,002.00</p> <p>Incremental Funded Amount changed: from \$25,000.00 to \$29,002.00</p> <p>Maximum Potential Expiration Date changed to : 06/15/2019</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Obligated Amount for this modification: \$4,002.00</p> <p>Incremental Funded Amount changed from \$25,000.00 to \$29,002.00</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>17-18-B-04-402C95-2504-1704MC7001-001</p> <p>Beginning FiscalYear 17</p> <p>Ending Fiscal Year 18</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 04</p> <p>Program (PRC) 402C95</p> <p>Budget (BOC) 2504</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1704MC7001-001</p> <p>Quantity: 0</p> <p>Amount: \$2,108.00</p> <p>Percent: 3.01362</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>17-18-B-04G00EJ-ZZZGF2-2504-1704MC7001-002</p> <p>Beginning FiscalYear 17</p> <p>Ending Fiscal Year 18</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 04G00EJ</p> <p>Program (PRC) ZZZGF2</p> <p>Budget (BOC) 2504</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0081/P00003	PAGE 3 OF 3
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NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1704MC7001-002</p> <p>Quantity: 0</p> <p>Amount: \$1,894.00</p> <p>Percent: 2.70768</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p style="padding-left: 40px;">RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>Delivery Location Code: HPOD</p> <p>Siobhan Whitlock</p> <p>US Environmental Protection Agency</p> <p>William Jefferson Clinton Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p style="padding-left: 40px;">RTP Finance Center</p> <p style="padding-left: 40px;">US Environmental Protection Agency</p> <p style="padding-left: 40px;">RTP-Finance Center (AA216-01)</p> <p style="padding-left: 40px;">109 TW Alexander Drive</p> <p style="padding-left: 40px;">www2.epa.gov/financial/contracts</p> <p style="padding-left: 40px;">Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 10/12/2016 to 06/15/2019</p>				